

CONSUMER COUNCIL COMMITTEE MEETING

March 27, 2014

MINUTES

Charge: Empowering consumers through education by providing the tools and knowledge to interact with those individuals and committees that affect categorical service delivery of the Ryan White Treatment Modernization Act, including the Texas Department of State Health Services (DSHS).

MEMBERS PRESENT

| | | | |
|---------------------------|-------------------|--------------------------------|----------------|
| Linda Freeman | Robert Compton | Ricky Tyler | Auntjuan Wiley |
| Rosa Carballo | Judith Dillon | Robert Baxter | Lionel Hillard |
| Jose Raymundo, Vice Chair | Paula Witherspoon | Helen Turner Goldenberg, Chair | |

MEMBERS ABSENT

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|--------------|--------------|-------------------|
| Gregg Gunter | Ben Martinez | Kendal Richardson |
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COUNCIL STAFF PRESENT

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|------------------------|----------------------------|
| Andrew Wilson, Planner | Alexis Hunter, Coordinator |
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GRANTS MANAGEMENT STAFF PRESENT

Lynn Smith-Clay, GMO

OTHERS PRESENT

| | | | |
|------------------------------|-----------------------------------|------------------------------|-------------------|
| Priscilla Fite, Afiya Center | Donna Wilson Afiya Center | Vilosa Woodfin, Afiya Center | Isaac Henry, C2EA |
| J. Raheem Harris, C2EA | Dave D'agostino, Community Dental | | |

I. Call to Order: Helen Turner Goldenberg, Chair called the meeting to order at 12:07 PM.

II. Certification of Quorum: Quorum was established and certified by Alexis Hunter, RWPC Coordinator and confirmed by Helen Turner Goldenberg, Chair. Chair Goldenberg asked everyone to silence cell phones during the meeting, so that every statement is respected.

III. Introductions/Announcements:

- a. Linda Freeman introduced the Campaign 2 End AIDS "C2EA" representatives. The "C2EA" participated in a silent protest in the audience regarding Ryan White Part D funding, which helps provide services for women, infants, youth, and children who are HIV positive. J. Raheem Harris, Co-Chair of the C2EA Southwest Region, spoke briefly on behalf of C2EA regarding the purpose of Part D and the intention of the protest. He assured that members of the C2EA would be in attendance at future meetings to demonstrate the significance of not eliminating Ryan White Part D funding. Helen Goldenberg, Chair welcomed C2EA to attend the Consumer Council Committee meetings.
- b. Alexis Hunter, RWPC Coordinator asked members to complete the 2014 Membership Update Form if it has not been completed. An Updated 2014 Membership Directory will be distributed among the Committees' Chairs and Vice Chairs, so that members could communicate more freely. She also announced that a committee photo would be taken after the meeting. The photo will be uploaded on the RWPC website.

IV. Approval of the February 27, 2014 Minutes: *Paula Witherspoon moved to accept the minutes as written. Jose' Raymundo seconded the motion. The motion passed with two abstentions.*

V. Committee Liaison Reports:

- a. **Allocations Committee (Lionel Hillard):** – The Allocations Committee did not meet on March 24, 2014 as scheduled due to inability to establish quorum. However, a rescheduled meeting will be held on Tuesday, April 8, 2014 at 5:00 P.M. During that time, RWPC Staff will give a presentation concerning the Allocations process.
- b. **Planning and Priorities Committee (Andrew Wilson, RWPC Planner) :** The Planning and Priorities Committee meeting was held on Wednesday March19, 2014. Quorum was established. Crystal Flores, RWPC Manager gave a presentation and reviewed the contents of the FY 2015

Priority Setting Process Guide. The guide includes a brief explanation of the process based on HRSA's definitions and tasks, the Dallas EMA counties, descriptions of Part A, Part B, State Services, and MAI funding, needs assessment data, unduplicated client utilization of services from ARIES, updated expenditure data, past three year rankings, and the ballots for FY 2015. The most up to date data was provided. The FY 2015 Priority Setting Process Presentation included:

1. RWPC Mission and Vision
2. Priority Setting Objectives & Process
3. Things to Remember
4. Description of the Dallas Planning Area
5. FY 2013 Comprehensive Needs Assessment Information
6. CY 2011-2013 Unduplicated Client Utilization Data
7. FY 2012 Final Expenditure Data & most recent FY 2013 Expenditure Data
8. FY 2014 Continuum of Care
9. FY 2012-2014 Service Category Rankings
10. FY 2015 Priority Ranking Ballots

The remaining agenda items were tabled. However, Crystal Flores, RWPC Manager encouraged members to review the Final FY 2013 Comprehensive HIV Needs Assessment prior submitting a FY 2015 Priority Ranking Ballot on April 16, 2014.

- c. **Evaluation Committee (Alexis Hunter, RWPC Coordinator) :** The Evaluation Committee meeting was held on March 25, 2014. Quorum was established. The committee reviewed Goal 6 Objective III: the current programs and best practices that are in place from providers that are currently addressing cultural sensitivity training within their agency. The Committee decided that creating a list (hyperlinks) of best strategies to address cultural sensitivity would be the most appropriate and the best resource for agencies to complete this task. However, prior to uploading the resource on the RWPC website, members suggested that receiving the agencies' permission to post is necessary. Crystal Flores, RWPC Manager provided an official progress report/update on how the AA and RWPC Staff have addressed the FY 2012 Evaluation of the Administrative Mechanism recommendations. The AA provided the status updates for each recommendation. She also informed the committee of the drafted timeline to complete the FY 2013 Evaluation Administrative Mechanism Report.

- VI. April Committee Meeting Change:** Due to the FY 2015 Priority Ranking, it is necessary that the Consumer Council Committee casts its vote prior to the April 16, 2014 Planning & Priorities Committee meeting. Therefore the CCC decided to meet on Monday, April 14, 2014 at 12:00 P.M. to submit FY 2015 Priority Setting Ballot.

Lionel Hillard moved to reschedule the April CCC meeting to Monday, April 14, 2014 due to the FY Priority Setting Process. Paula Witherspoon seconded the motion. The motion passed unanimously.

- VII. FY 2015 Priority Setting Process Presentation:** Andrew Wilson, RWPC Planner gave a presentation and reviewed the contents of the FY 2015 Priority Setting Process Guide. The guide includes a brief explanation of the process based on HRSA's definitions and tasks, the Dallas EMA counties, descriptions of Part A, Part B, State Services, and MAI funding, needs assessment data, unduplicated client utilization of services from ARIES, updated expenditure data, past three year rankings, and the ballots for FY 2015. The most up to date data was provided. The FY 2015 Priority Setting Process Presentation included:

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9. FY 2012-2014 Service Category Rankings

10. FY 2015 Priority Ranking Ballots

Members will submit their FY 2015 Priority Setting Ballot on April 14, 2014. Members will receive the FY 2015 Planning Guide and ballot electronically in order to prepare prior to the April 14, 2014 meeting. Andrew Wilson, RWPC Health Planner and other Committee members have offered 30 minutes before the next scheduled meeting to answer any questions regarding the presentation, ballot, or any another similar concerns.

VIII. CCC Forum Update: The Committee discussed the details of the upcoming forum, Accessing Community Resources, which is tentatively scheduled for the month of April. After consulting with Auntjuan Wiley, Accessing Community Resources Keynote Speaker and Facilitator, the committee decided on two dates to host the forum (April 16, 2014 from 2:00 P.M.-4:00 P.M. or April 23rd from 10:00 A.M.-12:00 P.M. Auntjuan Wiley assured that he would contact Diana Turner at the VA on March 27, 2014 to solidify the details as well as include RWPC Staff in the email, so that a flyer could be produced before the Executive Committee meeting, which is scheduled for Monday, March 31, 2014.

Paula Witherspoon gave a report and brief update regarding hosting the Accessing Community Resources forum at the VA Hospital Atrium. She provided a list of VA persons who may be helpful while organizing forums. She also announced a “Save the Date” for June 18, 2014. On that date, the VA GBLT will be hosting an event and has invited the CCC to participate. The details about the event are in progress.

IX. Adjournment: The meeting was adjourned at 1:47 P.M.

Submitted by:

Alexis D. Hunter, Coordinator _____
Date

Draft Certified by:

Crystal Flores, RWPC Manager _____
Date

Final Approval by:

Helen Goldenberg, Chairperson _____
Jose’ Raymundo, Vice Chairperson **Date**

NEXT SCHEDULED MEETING
Monday, April 14, 2014 12:00 p.m.
Hickman Conference Room, 2nd floor
Dallas County Health and Human Services Building
2377 N. Stemmons Freeway, Dallas, TX